

Communications Editor Cover Letter

3542 Volkman CliffEleanorefurt, HI 51969-8425

Dear Skyler Jacobson,

I submit this application to express my sincere interest in the communications editor position.

In the previous role, I was responsible for communication support for events, including preparation of press releases, announcements, social media posts, and organize for photography and videography as required.

Please consider my qualifications and experience:

- Comfortable stretching roles and responsibilities to accomplish agreed upon goals and objectives
- Experience with stakeholder communications (both external and internal)
- International business experience in a multicultural environment
- Experience in providing support and give expert advice to colleagues in the region
- Strong interpersonal and influencing skills at all levels, getting stakeholder buy-in, presenting proposals to senior management
- Strong project management skills, from strategic assessment through to implementation
- Creative skills – Innovative approach to creating informative, dynamic and motivational communications for specific target audiences
- Analytical skills – Able to accurately assess the impacts of communications upon target audiences/populations and produce data/MI to support effective embedding strategies

Thank you in advance for reviewing my candidacy for this position.

Sincerely,

Jordan Rempel